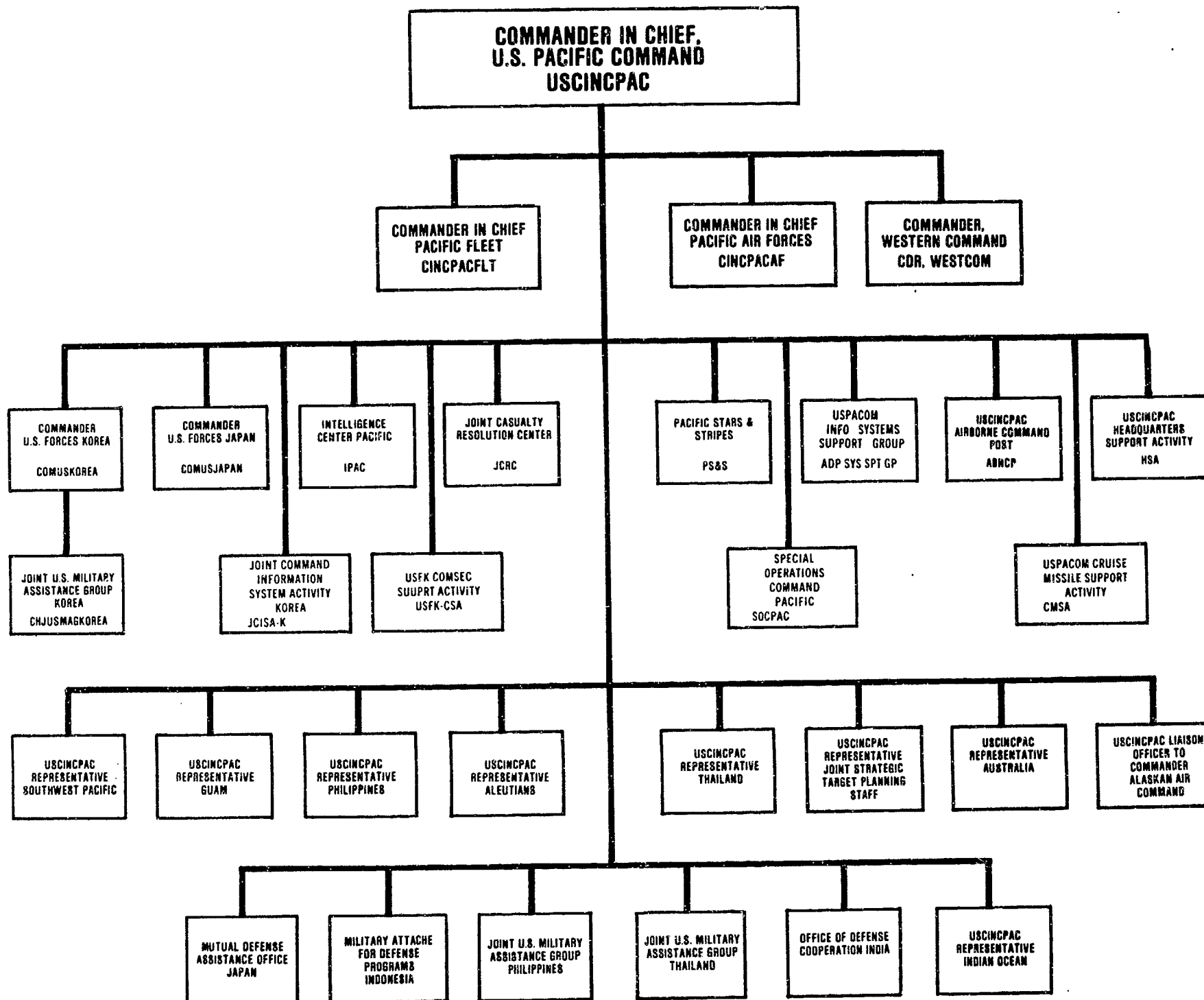




**COMMANDER IN CHIEF  
US PACIFIC COMMAND**

# **ORGANIZATION AND FUNCTIONS MANUAL**

**FY 86/87**



## INTELLIGENCE DIRECTORATE

Organization: As shown on J2 Organization Chart

DIRECTOR FOR INTELLIGENCE, J2 (200)

Functional Statement: The Director for Intelligence is responsible for providing adequate and timely intelligence support to the Commander in Chief, U.S. Pacific Command; ensuring the availability of the intelligence necessary to support the USPACOM mission; ensuring that necessary counter-intelligence measures are taken to protect the USPACOM; advising USCINCPAC on the exercise of command and control over the intelligence activities of the component commands, United States Army Western Command (WESTCOM), Intelligence Center Pacific (IPAC), subordinate unified commands and task forces; and satisfying the intelligence requirements of higher authority.

### Duties:

1. Advises USCINCPAC and key members of his staff on all matters pertaining to intelligence in the U.S. Pacific Command.
2. Exercises primary staff responsibility in the formulation of intelligence policies, programs, plans, collection, production and coordination of intelligence.
3. Monitors and makes recommendations regarding intelligence operations, primarily in those areas and against those targets for which USCINCPAC has operational responsibility, in order to:
  - a. Obtain the intelligence necessary for the accomplishment of the USPACOM mission.
  - b. Satisfy the intelligence requirements levied on the USPACOM by higher authority.
4. Ensures that the necessary counterintelligence measures are taken to protect the USPACOM.
5. Maintains responsibility for Indications and Warning (I&W) through the USPACOM network.
6. Represents USCINCPAC in all intelligence relations with other U.S. military commands, U.S. civilian agencies, and with appropriate foreign governments and international bodies.
7. Provides intelligence on foreign forces in the USPACOM area of responsibility.
8. In addition to assisting the J2 in the performance of his duties, the Deputy Director (J20):

a. Chairs the USPACOM Watch Panel and prepares the USPACOM Watch report.

b. Sits as J2 Representative at meetings of the Political Military Review Group.

9. The Executive Officer (J20A) assists the Director and the Deputy in the performance of their duties and supervises the activities of the Administrative Section (J201).

10. The Requirements/Tasking Officer assists the Executive Officer, monitors all tasking within the Directorate, serves as Chief of the Administrative Section (J201) and is responsible for management of the J2 portion of the USCINCPAC budget as well as the Emergency and Extraordinary Expense Fund.

#### ADMINISTRATIVE SECTION, J201 (201)

Functional Statement: The Administrative Branch provides to the Intelligence Directorate support in all matters pertaining to administration.

#### Duties:

1. Ensures proper administrative functioning of the Intelligence Directorate.
2. Routes and controls all Intelligence Directorate correspondence.
3. Establishes and controls suspense ticklers on Intelligence Directorate's action correspondence.
4. Maintains the Intelligence Directorate Classified Material Control, Top Secret Control, physical security, property and supply programs.
5. Coordinates the Intelligence Directorate's budgetary matters with other staff agencies and manages the Emergency and Extraordinary Expense Fund.
6. Maintains and operates the Intelligence Directorate central files.
7. Coordinates Intelligence Directorate's military and civilian personnel matters with other staff agencies.
8. Acts as Reserve Officer Programs Manager. Manages reserve officer's program and placement for ACDUTRA in Directorate.

9. Serves as J2 cog for training matters and maintains files of training bulletins, announcements and regulations.

10. Serves as J2 USPACOM Unified Reporting Structure (PURS) point-of-contact in accordance with USCINCPACINST 5214.2 series.

11. Performs semiannual inventory on all JCS documents in the J2 staff.

12. Performs annual inventory on all USCINCPAC controlled documents within J2.

13. Files and logs USCINCPAC Control Signature Cards.

14. Prepares weekly listing for turn-in of controlled documents to J0422.

15. Conducts inventory and log changes on all documents turned-in to J0422.

16. Coordinates with J0422 on all correspondence going through J0422.

17. Prepares Annual Records Management Report.

#### INTELLIGENCE PLANNING AND SYSTEMS DIVISION, J21 (210)

Functional Statement: Advisor to the Director for Intelligence for all matters concerning automated data processing (ADP) support to intelligence and the Intelligence Data Handling System Communications (IDHSC) network in the U.S. Pacific Command (USPACOM). Focal point for planning and management of the USPACOM Theater Intelligence Data System (PACTIDS) and the IDHSC network. Responsible for the Pacific Theater Intelligence Architecture Program (PTIAP). Also responsible for administrative and clerical functions internal to the division.

#### Duties:

1. As advisor to the Director for Intelligence, prepares briefings, point papers and studies to keep the Director for Intelligence informed of all significant developments in ADP support to intelligence and the IDHSC network.

2. Performs administrative and clerical functions internal to the division.

3. Reviews/recommends inputs and changes to the intelligence aspects of the DOD PPBS as required through appropriate channels.

## PLANNING OFFICE, J211 (211)

Functional Statement: Advisor to the Director for Intelligence for all matters concerning the development, improvement or optimal utilization of intelligence systems including conceptualization, planning, and programming. Acts as the focal point for the development and updating of the U.S. Pacific Theater Intelligence Architecture and coordinates the efforts of Architecture Working Groups and intelligence planners at component and sub-unified commands.

### Duties:

#### 1. Under PTIAP planning and management:

a. Assesses the existing baseline intelligence analysis, production, and support structure, to include existing capabilities, future programs and the overall alignment of responsibilities.

b. Surveys and addresses all levels of intelligence support, including joint interfaces at the Army division, Navy battle group, Air Force wing, and joint task force levels. Provisions for intelligence support to combined operations are to be developed in accordance with overall DOD guidance. Considers operations throughout the command at all levels of activity from peace through war.

c. Develops a unified command perspective of the planning and programming efforts of subordinate echelons and cooperating agencies, and prepare functional and fiscal recommendations and associated milestones for higher, lateral and subordinate echelon implementation in the planning, programming and budgeting system cycle.

d. Formulates proposals for USPACOM components, agencies, and subordinate unified commands to systematically improve survivability of intelligence nodes to permit continued support to various echelons and insure development of backup capabilities for key theater intelligence functions.

e. Outlines specific programs for development of an overall theater intelligence collection, analysis, production and dissemination structure which not only satisfies peacetime requirements but also would be capable of direct support to wartime operations.

f. Analyzes recommended improvements in terms of operational criticality.

## INTELLIGENCE SYSTEMS BRANCH, J212 (212)

Functional Statement: Provides theater-wide oversight, direction and control of system architectures including that pertaining to automated data processing (ADP) support to intelligence and the Intelligence Data Handling System Communications (IDHSC) network USPACOM Theater Intelligence Data System (PACTIDS) and all types of advanced intelligence collection, exploitation analysis, production and dissemination systems.

### Duties:

1. Under PACTIDS planning and management:
  - a. Reviews and evaluates USPACOM component and USCINCPAC Staff functional requirements for ADP support to intelligence.
  - b. Coordinates requirements with Defense Intelligence Agency (DIA) for validation, pointing out those requirements which are applicable to more than one component/staff element.
  - c. Ensures that validated requirements are entered into the planning, programming and budgeting cycle.
  - d. Engages in PACTIDS planning to preclude redundancy of software/hardware efforts and ensures interoperability and proper interface among systems under acquisition.
  - e. Recommends approval/disapproval of requests for approval authority to acquire ADP resources by USCINCPAC Staff and USPACOM components funded through the Navy chain of command.
  - f. Acts as Director for Intelligence liaison with the Korean Intelligence Support System and Korean Air Intelligence System Program Management Office staffs.
  - g. Ensures that PACTIDS planning is in consonance with the Department of Defense Intelligence Information System (DODIIS) Master Plan.
  - h. Ensures DODIIS computer system access security standards are adhered to in USPACOM.
  - i. Monitors development and maintenance of acquired ADP systems to promote software sharing and technology transfer within USPACOM and throughout the DODIIS community.
  - j. Directs and manages system planners, engineers and other consultants engaged in PACTIDS planning and implementation.
  - k. Ensures that PACTIDS goals and milestones are incorporated into the USCINCPAC Goals Program.

1. Justifies and obtains USCINCPAC initiative funding in response to unprogrammed requirements for ADP support to intelligence.

m. Provides the J2 ADP point-of-contact for C3S as required by USCINCPACINST 5400.2.

n. Acts as Chairman of the USPACOM Theater Intelligence Data System Coordinating Committee (PACTIDS-CC).

2. Under IDHSC planning and management:

a. Engages in IDHSC planning to ensure proper interface with other systems to include World Wide Military Command and Control System (WWMCCS), Community On-line Intelligence System - Phase II (COINS-II), Defense Intelligence Agency On-line System/Community On-line Intelligence System (DIAOLS/COINS), Advanced Imagery Requirements and Exploitation System (AIRES), Indication Communication (INDICOM) and the USPACOM Remote Systems.

b. Recommends approval/disapproval of requests for approval authority to acquire communications resources to permit USCINCPAC Staff and USPACOM components to interface with external agencies and among themselves.

c. Ensures that USPACOM IDHSC network planning incorporates implementation of DODIIS Master Plan precepts.

d. Promotes technology transfer among USPACOM and external IDHSC systems.

e. Arranges for and conducts security accreditation and continuous equipment/software security testing for the IDHSC systems within USPACOM.

f. Coordinates IDHSC training for USPACOM personnel.

g. Justifies and obtains USCINCPAC initiative funding in response to unprogrammed requirements for IDHSC support.

h. Directs and manages systems planners, engineers and other consultants engaged in IDHSC network planning and implementation.

i. Ensures that IDHSC goals and milestones are incorporated into the USCINCPAC Goals Program.

j. Monitors state-of-the-art technology for the purpose of applying advanced information/communications system developments to the solution of IDHSC requirements.

k. Coordinates with other J2 divisions and USPACOM component commands as required in performing these duties.



## MANAGEMENT DIVISION, J22 (220)

Functional Statement: The Management Division is responsible for the development, review, and coordination of intelligence portions of plans, policies, and programs; development and coordination of intelligence aspects of exercises; satisfaction of nuclear and non-nuclear targeting requirements; and the management of substantive intelligence production; exchange, disclosure and dissemination training, and serves as the cognizant staff office for Indications and Warning and foreign intelligence exchanges.

### Duties:

1. Advises the Director for Intelligence, key members of the J2 staff, other USCINCPAC Staff officers as appropriate, and subordinate commands on all matters pertaining to intelligence plans, policies, programs, exercises, targeting, substantive intelligence production and Indications and Warning requirements.
2. Supervises and coordinates the activities of subordinate branches.
3. Reviews/recommends inputs and changes to the intelligence aspects of the DOD PPBS as required through appropriate channels.

## PLANS, PROGRAMS AND EXERCISE MANAGEMENT BRANCH, J221 (221)

Functional Statement: The Plans, Policy, Exercise and Studies Management Branch develops and coordinates intelligence aspects of national and USCINCPAC policy and plans; manages the intelligence aspects of USCINCPAC operation and concept plans; reviews and comments on subordinate command operation and concept plans as required; manages and coordinates intelligence aspects of exercises; manages all source substantive intelligence studies in the USPACOM.

### Duties:

1. Reviews and prepares the intelligence portions of USCINCPAC plans to include estimates and annexes of operation, concept, bilateral, supporting and special contingency plans.
2. Reviews intelligence portions of operation plans (OPLANs) and concept plans (CONPLANs) prepared by subordinate commands as well as other U&S commands.
3. Maintains liaison with other U&S commands and subordinate commands and supporting agencies on matters relating to intelligence estimates and annexes to OPLANs and CONPLANs.

4. Participates in committees and working groups concerned with developing or revising OPLANs and CONPLANs.
5. Tasks IPAC and appropriate J2 staff elements for review of current, or development of new, substantive intelligence portions of OPLANs and CONPLANs.
6. Serves as the cognizant staff office for the intelligence aspects of the security assistance program in coordination with J4 and J5.
7. Prepares intelligence directives and instructions as required.
8. Manages all aspects of participation in exercises by the Intelligence Directorate and IPAC.
9. Reviews, coordinates and recommends policy and procedures on intelligence matters within the USPACOM.
10. Coordinates the presentation and submission of intelligence scenarios and Master Scenario Events List (MSEL) items for JCS and USPACOM sponsored exercises.
11. Tasks subordinate commands as required concerning intelligence participation in exercises.
12. Prepares briefings, critiques and reports on exercises.
13. Attends conferences on JCS and USPACOM exercises as J2 representative.
14. Participates in special committees and study groups for special actions which have a major impact on the USPACOM intelligence community.
15. Serves as substantive intelligence single point of contact for IPAC support to the USCINCPAC Staff. Validates and coordinates staff requirements.
16. Conducts or participates in all-source studies and research, or directs groups engaged in such activities, relating to the forecasting of trends in the military capabilities and intentions of friendly and hostile nations in the USPACOM area of responsibility.
17. Serves as cognizant Directorate staff office for the intelligence resource aspects of the Unified Command Plan (UCP).
18. Serves as cognizant staff office for the intelligence aspects of the Joint Strategic Capabilities Plan (JSCP).
19. Serves as the cognizant J2 Directorate staff office for development of the JCS Capabilities Report and the Quarterly Report to the SECDEF.

20. Reviews, for the J2 Directorate, speeches and articles of senior military officers.

TARGET BRANCH, J222 (222)

Functional Statement: The Target Management Branch provides centralized management of the USPACOM consolidated target intelligence program to satisfy the targeting and target materials requirements of USFACOM operational forces.

Duties:

1. Prepares USCINCPAC instructions pertaining to USPACOM targeting plans, policies, and programs.
2. Formulates targeting concepts and procedures compatible with national policy and operations plan objectives.
3. Coordinates target intelligence matters with national agencies, other Unified and Specified (U&S) commands, other USCINCPAC directorates, USPACOM component and sub-unified commands, SOCPAC, IPAC and allies as required.
4. Manages the USPACOM Tactical Target Materials (TTM) Program.
5. Manages the USPACOM Air Target Materials (ATM) Program.
6. Provides guidance and assistance to subordinate USPACOM commands on target intelligence concepts, policies, programs and plans.
7. Provides the chairman for meetings of the USPACOM Target Actions Group (TAG) composed of component, sub-unified, allied, SOCPAC, IPAC, 548RTG and FICPAC representatives.
8. Ensures that USPACOM targeting programs respond to the needs of theater field commanders, support USCINCPAC/service components, and are compatible with national-level requirements.
9. Coordinates release of target intelligence, Tactical Target Materials (TTM) and Air Target Materials (ATM) to allies.
10. Coordinates the integration of allied target intelligence and TTM production into U.S. data bases.
11. Ensures that USPACOM target lists are maintained in support of USCINCPAC operations plans.
12. Represents USCINCPAC at DOD and other conferences on USPACOM targeting matters.
13. Represents the J2 on the USPACOM Nuclear Planning Group.

14. Serves as intelligence point-of-contact for USPACOM cruise missile planning matters.

15. Serves as intelligence point-of-contact for Command Control and Communications Countermeasures (C3CM) operational support.

16. Serves as intelligence point-of-contact for air defense, penetration and attrition analysis support.

17. Serves as target intelligence point-of-contact for targeting support to the USPACOM Airborne Command Post (ABNCP), TACAMO and USCINCPAC Enhanced Crisis Management Capability (ECMC).

18. Reviews all Intelligence Production Requirements (IPR) submitted to USCINCPAC/J2 for applicability to the DIA Target Intelligence Production Program (TIPP).

19. Reviews targeting annexes to USCINCPAC operations and concept plans. Supports J221 in operations/concept plan review.

20. Reviews national policy documents which impact upon targeting, such as Nuclear Weapons Employment Policy (NUWEP), Nuclear Weapons Development Guidance (NWDG), Defense Guidance and the Joint Strategic Capabilities Plan (JSCP).

21. Coordinates intelligence data base production requirements to ensure adequacy for the targeting needs of the USPACOM.

22. Serves as USCINCPAC functional point-of-contact for the Military Intelligence Integrated Data System (MIIDS) and Integrated Data Base (IDB).

23. Coordinates and manages Delegated Production Program (DPP) matters relating to the Automated Intelligence Installation File (AIF).

24. Provides the chairman for the Joint Targeting Committee (JTC) when convened during periods of crisis, wartime and exercise.

25. Provides targeting support to the J2 participation on the USCINCPAC Single Integrated Operations Plan (SIOP) battle staff and during nuclear exercises.

26. Provides guidance and coordinates with USCINCPAC staff agencies and USPACOM subordinate commands relating to requirements for and usage of weaponeering support products.

27. Serves as USCINCPAC/J2 point-of-contact for Mapping, Charting, and Geodesy (MC&G) matters.

## PRODUCTION MANAGEMENT BRANCH, J223 (223)

Functional Statement: The Intelligence Coordination Branch provides staff management for: General Military Intelligence Production within USPACOM; USPACOM participation in DIA Delegated Production of Order of Battle materials; Intelligence Exchange activities within USPACOM; USPACOM implementation of the National Disclosure Plan; Intelligence Dissemination Policy and Procedures within USPACOM; and USPACOM participation in the DOD I&W System.

### Duties:

1. Coordinates and provides theater-wide policy for General Military Intelligence production.
2. Provides the Secretary for the USPACOM Intelligence Board (PIB). Coordinates Board meetings and responses to Board directives. Monitors Management Action Groups support for the Board.
3. Chairs the USPACOM Intelligence Production Review Board (PIPRB). Promotes efficient production of general military intelligence.
4. Monitors USPACOM participation in the DIA Delegated Production Program (Order of Battle materials only).
5. Validates and coordinates theater-wide production for general military intelligence requirements.
6. In accordance with national policies, establishes policies and procedures for the conduct of Intelligence Exchange within USPACOM.
7. Monitors and coordinates participation in the Intelligence Exchanges of both the national intelligence community and USPACOM elements.
8. Monitors the effectiveness of intelligence exchanges within USPACOM. Promotes changes and additions where necessary.
9. Plans and coordinates Intelligence Directorate participation in Intelligence Exchange Conferences.
10. In accordance with the National Foreign Disclosure Policy, develops and implements USPACOM policies and directives covering release and disclosure of classified military information to foreign governments and international organizations.
11. Adjudicates release and disclosure requests or arranges for their adjudication by appropriate agencies.

12. Monitors USCINCPAC Staff compliance with intelligence release and disclosure procedures involving Senior Foreign Officials.

13. Provides recommendations pertaining to the continued protection or release of classified military information involved in Freedom of Information Act disclosure requests.

14. Coordinates and provides theater-wide policy for the dissemination of intelligence reports and publications.

15. In conjunction with DIA and Service Intelligence Organizations, assists USPACOM elements in the establishment and maintenance of intelligence dissemination programs suitable to the needs of operational commanders and staffs.

16. Validates dissemination requirements and monitors delivery of intelligence publications and reports within USCINCPAC.

17. Represents the USCINCPAC Director for Intelligence at DOD I&W System meetings.

18. In accordance with DOD I&W System policies, establishes and implements USPACOM-wide I&W plans and policies.

19. Promotes standardization, interoperability and effectiveness within the USPACOM I&W community by monitoring system operation and coordinating training.

20. Coordinates Intelligence Directorate compliance with USCINCPAC Internal Management Control Program policies and procedures.

21. Coordinates policies and programs designed to ensure proper professional intelligence training with USPACOM.

22. Coordinates with DIA on USPACOM needs and quotas for education within and from the CONUS intelligence training community.

23. Monitors and develops USCINCPAC requirements for new/revised intelligence training programs.

24. Initiates preparation and review of intelligence projects, directives and instructions as required.

#### COLLECTION MANAGEMENT DIVISION, J23 (230)

Functional Statement: The Collection Management Division provides staff management of intelligence requirements and collection capabilities/activities in USPACOM, to include imagery intelligence (IMINT), signals intelligence (SIGINT), human resources intelligence (HUMINT) and various scientific and technical (S&T) disciplines, and manages USPACOM intelligence programs relating to HUMINT operations.

### Duties:

1. Advises the Director for Intelligence, key members of the J2 staff, additional USCINCPAC staff members as appropriate, the subordinate commands on all matters pertaining to intelligence collection plans, policies and procedures.

2. Reviews, validates, and sponsors intelligence collection requirements for information needs of USCINCPAC and USPACOM organizations.

3. Determines appropriate collection agencies for fulfillment of intelligence collection requirements beyond the capabilities of USPACOM.

4. Determines appropriate USPACOM collection agencies for fulfillment of intelligence collection requirements levied upon USCINCPAC by the DIA, and assigns collection action thereon.

5. Maintains cognizance of current events in USPACOM, resultant information needs, collection capabilities, and satisfaction of information requirements thereof.

6. Develops and maintains the USCINCPAC Intelligence Collection Plan and related architectural and implementing instructions. Reviews the service component and subordinate unified command intelligence collection plans.

7. Initiates joint staff actions governing counterintelligence/security policy within USPACOM.

8. Reviews/recommends inputs and changes to the intelligence aspects of the DOD PPBS as required through appropriate channels.

### IMAGERY INTELLIGENCE BRANCH, J231 (231)

Functional Statement: The Imagery Intelligence (IMINT) Branch provides staff management relative to the intelligence aspects of imagery reconnaissance collection, processing, duplication, exploitation, and dissemination within USPACOM, and the validation of imagery collection, distribution, and exploitation requirements.

### Duties:

1. Serves as the principal advisor to the USCINCPAC Joint Reconnaissance Center (JRC) on imagery reconnaissance sensor systems and aerial imagery reconnaissance collection requirements.

2. Validates and manages recurring and ad hoc USPACOM imagery collection and exploitation requirements through the Imagery Reconnaissance Objectives Program (IROP).

3. Coordinates the USPACOM quarterly review of the Imagery Reconnaissance Objectives Program (IROP) within USPACOM.

4. Validates USPACOM high priority imagery collection, processing, distribution and exploitation requirements for collection by national platforms.

5. Provides management direction and USCINCPAC staff cognizance over the Pacific Imagery Processing and Interpretation Center (PIC).

6. Provides managerial oversight of imagery collection related aspects of the Ocean Surveillance Information System (OSIS) within USPACOM.

7. Maintains management direction over IMINT collection programs in USPACOM to include the processing, exploitation and distribution of aerial imagery reconnaissance products.

8. Functions as office of primary responsibility (OPR) for USPACOM out-year planning for imagery collection, exploitation, dissemination, collection management and architectural aspects thereof.

9. Processes all IMINT SCI matters related to collection management, production requirements, validation, exploitation and dissemination.

10. Functions as the USCINCPAC office of primary responsibility (OPR) for the USPACOM Defense Dissemination System (DDS) and the Selected Imagery Dissemination System (SIDS).

11. Monitors satisfaction of USPACOM aerial imagery collection requirements.

12. Chairs the USPACOM Aerial Photographic Reconnaissance Review Committee (PARRC).

#### SIGNALS INTELLIGENCE BRANCH, J232 (232)

Functional Statement: The Signals Intelligence (SIGINT) Branch provides staff management relative to signals intelligence activities and collection requirements within the USPACOM.

#### Duties:

1. Initiates, researches, develops, processes, assigns, and manages USPACOM signal intelligence collection requirements and monitors SIGINT system performance in satisfaction of those requirements.

2. Receives, processes, researches, and approves all USPACOM SIGINT collection requirements originated by service components and subunified commands in accordance with DIA and NSA directives.



3. Maintains cognizance of and applies knowledge of SIGINT resource composition, disposition, capability, and SIGINT production concepts and procedures to include collection analysis, processing, reporting and dissemination.

4. Prepares studies on adequacy of SIGINT support, levels of collection required, and general policy governing relationships of USCINCPAC with NSA/CSS.

5. Provides SIGINT expertise in support of daily Peacetime Airborne Reconnaissance Program (PARPRO) and non-PARPRO reconnaissance operations and correlated airborne SIGINT collection requirements with platform collection capabilities.

6. Consolidates and prepares reports to the national community which highlight reconnaissance results as well as system contributions to the overall intelligence picture throughout USPACOM.

7. Maintains cognizance over various special intelligence collection projects conducted throughout USPACOM and provides staff support for acoustic intelligence (ACINT), telemetry, nuclear event monitoring and other activities involving exploitation of the electromagnetic spectrum.

8. Functions as OPR for USPACOM out-year planning for SIGINT capabilities, activities and architectural aspects thereof.

9. Prepares SIGINT annexes to USCINCPAC operational plans.

10. Serves as staff focal point for all SIGINT SCI matters as pertains to requirements, products, evaluations and capabilities.

11. Reviews USPACOM ELINT operations and policy matters and provides support to Electronic Warfare (EW) staff elements.

12. Chairs the USPACOM SIGINT Requirements Committee (SRC).

13. Advises the USCINCPAC staff on all SIGINT activities and performs intelligence advisory functions to the USCINCPAC Joint Reconnaissance Center (JRC).

14. Monitors PONY EXPRESS operations within USPACOM for the Intelligence Directorate.

#### HUMAN INTELLIGENCE BRANCH, J233 (233)

Functional Statement: The Human Intelligence (HUMINT) Branch provides staff management relative to human intelligence collection requirements and manages USPACOM intelligence programs relative to HUMINT operations and counterintelligence.

## Duties:

1. Serves as the USPACOM Requirements Control Authority (RCA) for HUMINT collection requirements.
2. Establishes and maintains management direction of HUMINT collection activities conducted by units assigned to USPACOM to include planning review and collection emphasis, evaluation of operations, redirection of efforts and termination of collection requirements.
3. Develops, formulates, and promulgates USPACOM policy and instructions pertaining to HUMINT operations in USPACOM.
4. Prepares HUMINT annexes to USCINCPAC operations plans.
5. Negotiates Memoranda of Understanding (MOU) with national level agencies and the military departments on the conduct and control of externally directed intelligence collection efforts in USPACOM.
6. Manages intelligence evaluation report activities in USPACOM.
7. Manages all aspects of the intelligence exploitation of foreign human sources, to include PWs, refugees, repatriates, escapees, defectors, or other foreign personnel who become available for interrogation or exploitation on military subjects.
8. Functions as OPR for USPACOM out-year planning for HUMINT capabilities, activities and architectural aspects thereof.
9. Acts as USCINCPAC Headquarters focal point for all RODCA traffic.
10. Manages and coordinates the activities of departmentally controlled HUMINT activities in USPACOM, to include review and coordination of operational proposals and plans.
11. Manages and coordinates various other collection activities.
12. Chairs the USPACOM HUMINT Board.
13. Administers program to brief/debrief USPACOM Defense Attaches and selected service attaches.
14. Exercises staff cognizance on DIA sponsored attache conferences in USPACOM.
15. Serves as the J2 point-of-contact to coordinate casualty resolution with U.S. PW matters.
16. Monitors counterintelligence/security matters.

17. Prepares instructions and policy directives pertaining to counterintelligence/security activities.

18. Prepares counterintelligence annexes to USCINCPAC operation and contingency plans.

19. Chairs the USPACOM Counterintelligence Advisory Committee (CAC).

20. Conducts and maintains liaison with USPACOM service components and local agencies on counterintelligence matters.

21. Responsible for USCINCPAC staff matters relating to terrorists threats to USPACOM DoD personnel, equipment, and installations.

#### SPECIAL SECURITY DIVISION, J24 (240)

Functional Statement: The Special Security Division is responsible for the security and dissemination of Sensitive Compartmented Information (SCI) material within HQ USCINCPAC. The Chief, Special Security Division, is the Special Security Officer (SSO) and GAMMA Control Officer (GCO) for the USCINCPAC Staff and the TANGO/BRAVO Control Officer (TCO/BCO) for the U.S. Pacific Command.

#### Duties:

1. Advises the Director for Intelligence, key members of the J2 staff, additional staff members and, as appropriate, subordinate commands on all matters pertaining to the implementation of SCI security.

2. As the USCINCPAC SSO/GCO/TCO/BCO, exercises staff supervision, establishes policies and procedures and prepares instructions, notices, and directives concerning the security, use and dissemination of SCI material within HQ USCINCPAC.

3. Acts as the Wide Band Control Officer (WBCO) and Alternate Special Navy Control Program (SNCP) Control Officer for HQ USCINCPAC.

4. Provides an SCI secure facility for HQ USCINCPAC; Commander, Intelligence Center Pacific; and Commanding General, Fleet Marine Force Pacific.

5. Operates a Special Intelligence Communications (SPINTCOMM) terminal for HQ USCINCPAC; Commander, Intelligence Center Pacific; and Commanding General, Fleet Marine Force Pacific.

6. Chairs the Security and Sanitization Review Board of the USPACOM Intelligence Board.

7. Performs annual SCI administrative/security inspections of subordinate commands.

8. Supervises and coordinates the activities of subordinate branches.

## SPECIAL SECURITY BRANCH, J241 (241)

**Functional Statement:** Responsible for providing guidance to the USCINCPAC Staff on personnel security, administrative, and billet management issues affecting the security and administration of Sensitive Compartmented Information (SCI). Supervises the administration of HQ USCINCPAC SCI billets. Assists the Special Security Officer in the performance of his duties.

### Duties:

1. Conducts liaison with USPACOM service components, subordinate unified commands and National level organizations/agencies on personnel security matters.
2. Maintains and monitors the HQ USCINCPAC SCI billet structure by reviewing, adjudicating, justifying and deleting billets for HQ USCINCPAC Directorates.
3. Prepares instructions, notices, and other directives concerning SCI Facility badge issuance and control, billet management and personnel security matters, as appropriate.
4. Maintains personnel dossiers on USCINCPAC and certain sub-unified personnel indoctrinated and/or debriefed for SCI.
5. Conducts SCI indoctrinations and debriefings for HQ USCINCPAC personnel.
6. Processes USCINCPAC badge requests for SCI indoctrinated personnel.
7. Certifies SCI access authorizations for members of the U.S. Intelligence Community.
8. Administers SCI transfer-in-status actions.
9. Administers Defensive Security Briefing to all USCINCPAC SCI indoctrinated personnel who are traveling to designated countries.
10. Distributes to personnel requiring SCI accesses all necessary forms and instructions to complete Special Background Investigations (SBIs) for initial and periodic updates.
11. Reviews and edits SBI forms for accuracy and completeness, and interviews personnel requiring SCI clearance prior to submitting the SBI forms to the proper investigative agency.
12. Reviews SCI billets and annually reindoctrinates and counsels indoctrinated personnel.

13. Manages SCI Continuing Education Program.
14. Maintains the USCINCPAC SCI billet and access data base.
15. Manages the division and HQ USCINCPAC wide SSO action tickler system.

DEFENSE SPECIAL SECURITY COMMUNICATIONS BRANCH, J242 (242)

Functional Statement: The Defense Special Security Communications Branch manages the Special Intelligence Communications (SPINTCOMM) Center.

Duties:

1. Operates the Defense Special Security Communications Systems (DSSCS) facility for HQ USCINCPAC, Intelligence Center Pacific, and Fleet Marine Force Pacific.
  - a. Receives, processes and disseminates to appropriate personnel of HQ USCINCPAC, Intelligence Center Pacific and Fleet Marine Force Pacific incoming and outgoing Sensitive Compartmented Information (SCI) communications.
  - b. Provides SCI communications and couriers in support of visiting DOD VIPs on an as required basis.
  - c. Maintains SCI communications center files for all incoming and outgoing messages.
  - d. Provides communications support personnel to accompany USCINCPAC on TAD trips.
  - e. Provides over-the-counter SCI message delivery for certain personnel of HQ USCINCPAC, Intelligence Center Pacific and Fleet Marine Force Pacific.
  - f. Provides privacy communications for selected key personnel of HQ USCINCPAC, Intelligence Center Pacific and Fleet Marine Force Pacific.
  - g. Provides technical control functions for all SCI terminals within HQ USCINCPAC.
2. Performs liaison, when appropriate and directed, with other commands/agencies/departments on matters concerning USPACOM SCI communications.
3. Acts as division officer for enlisted personnel assigned to the SPINTCOMM center consonant with directives and regulations promulgated by higher authority.
4. Coordinated budget preparation and submission for Program Element 31330N.

5. Serves as Acting Chief, Special Security Division in the absence of the USCINCPAC Chief, Special Security Division.

SPECIAL ACTIVITIES BRANCH, J243 (243)

Functional Statement: Responsible for all matters pertaining to SCI programs and associated materials. Operates and maintains the USCINCPAC SCI secure facilities to include conducting and monitoring investigations concerning SCI security violations within the Headquarters and the USPACOM area of responsibility. Assists the Special Security Officer in the performance of his duties.

Duties:

1. Conducts liaison with USPACOM service components, subordinate unified commands and national level organizations/agencies on SCI administrative and security matters.
2. Provides guidance to the USCINCPAC staff in the security and administration of Special Activities Projects.
3. Provides a central distribution, dissemination and filing point for all SCI correspondence pertaining to the headquarters.
4. Coordinates the implementation of National Authority SCI sanitization and decompartmentation policies within HQ USCINCPAC and subordinate commands.
5. Coordinates, reviews and forwards HQ USCINCPAC requests for SAO Special Project accesses and billets to National level organizations/activities.
6. Conducts SCI and special program indoctrinations and debriefings for HQ USCINCPAC personnel.
7. Arranges for Counterintelligence Technical Inspection Surveys of USCINCPAC SCI Facilities.
8. Arranges for TEMPEST surveys of USCINCPAC SCIF accredited spaces.
9. Coordinates maintenance records for the SCI secure area.
10. Schedules maintenance, emergency repairs and testing of alarm systems in the USCINCPAC SCIFs.
11. Maintains the security of the SCI facility spaces and controls access to SCI briefings.
12. Dispatches and receives all outgoing/incoming USCINCPAC SCI materials via the Armed Forces Courier Service.

13. Maintains USCINCPAC incoming/outgoing ADP inventory registers for SCI documents.

14. Routes SCI hard copy materials within the USCINCPAC Staff and monitors flow of material through headquarters by use of ticket system.

15. Maintains and controls SCI courier pouches for USCINCPAC staff personnel and provides a limited local courier service.

16. Prepares USCINCPAC destruction reports for all command SCI documents.

17. Prepares HQ USCINCPAC SCI physical and TEMPEST security accreditation packages for compliance with National requirements and submits accreditation packages to the appropriate approving authority. Performs first echelon review of USCINCPAC SCI accreditation packages for correctness and endorses to National Authorities for approval.

18. Prepares instructions, notices and other directives concerning the security, use and dissemination of SCI material within HQ USCINCPAC.

#### PROGRAMMING OFFICE, J26 (260)

Functional Statement: Provides staff management of the intelligence aspects of the PPBS and assessments of the adequacy of intelligence resources supporting the USPACOM to meet the readiness and warfighting needs of operational commanders.

#### Duties:

1. Reviews programming and budgeting by theater and national level authorities to determine if they are adequate to meet responsibilities of the USCINCPAC mandated by DoD, and to recommend to the USCINCPAC remedial measures to overcome inadequacies where cited. The programs will encompass, but not be limited to the General Defense Intelligence Program (GDIP), Tactical Intelligence and Related Activities (TIARA) Program, the Consolidated Cryptologic Program (CCP), the Tactical Cryptologic Program (TCP), and others of a classified nature.

2. Supports the Foreign Military Sales and Security Assistance programs in the USPACOM and facilitates interoperability between U.S. and Allied or friendly forces.

3. Provides technical advice to the USCINCPAC J2 in preparing the intelligence portion of the USCINCPAC testimony before the Defense Resources Board (DRB), the USCINCPAC reviews of service and component command Program Objectives Memoranda (POM), the Joint Program Assessment Memorandum (JPAM), the review of DRB Issue Books, Defense Guidance and other program related actions requiring J2 participation.

4. Formulates the USCINCPAC proposed GDIP POM covering the USCINCPAC GDIP elements and those of the Intelligence Center Pacific (IPAC).

5. Directs and prepares theater input to the various programming vehicles which exist outside the normal GDIP/TIARA structure. The include, but are not limited to, the CINC's Intelligence Program Review which results in Defense Intelligence Agency (DIA) comments to the SECDEF relating to the adequacy of resources to aid in making programming decisions at the DoD level; the CINC Intelligence Initiative Program which provides a medium for acquisition of resources for quick fixes; the CINC C2 Initiative Fund; and the Intelligence Production Enhancement Initiative Fund of the Director for Central Intelligence which provides funds to improve intelligence production.

6. Identifies by review and evaluation the priority intelligence resource requirements of the USPACOM and provides justification for their inclusion in the USCINCPAC Integrated Priority List for the CJCS.

7. Reviews existing and proposed programs for resources to determine whether such assets are used as they were originally intended and justified.

8. Provides the USCINCPAC representation at conferences, seminars and other assemblages concerning intelligence resources related to the USPACOM. Convene and chair such gatherings or workshops as required to acquire or disseminate resource related data. The USPACOM Intelligence Board management action group known as the Intelligence Resource Review Group is one such permanent organization with others convened as ad hoc measures.

9. Provides the USPACOM Functional Manager for Processing to encompass translations, printing, publication, photography, libraries, and graphics.

10. Prepares, coordinates and maintains the Directorate manpower Joint Table of Distribution (JTD) and Joint Manpower Augmentation documentation.

11. Develops, coordinates and directs implementation of the USPACOM Intelligence Plan which is the investment strategy required to achieve the goals of the Theater Intelligence Architecture Program conducted by J21.

12. Provides consultation and assistance in management matters to members of the Directorate and the IPAC.

13. Directs the Directorate Professional Development Program.



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